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James A. Carder
Director
Division of Accounting

MEMORANDUM

TO: All State Agencies
FROM: OA, Division of Accounting
DATE: September 24, 2001
RE: Workflow Rules

Currently, OA, Accounting, Compliance Auditors are notified through Workflow that a Special Payment Vouchers (PVS) document has been processed for a PGA or an ERS payment and references a non-program distribution object code or a reporting category field is blank. The workflow rule is being changed so that these notifications will route back to the initial user for review and correction of the document. This change is effective October 1, 2001. If your agency does not want to receive this Workflow notification, please have an individual in your agency responsible for Workflow changes complete a Workflow Request form to delete this rule.

If you have any questions in regard to any of the information in this memorandum, please contact your Agency Customer Service Coordinator (ACSC). Your ACSC may contact the OA, Accounting ACSC help desk for assistance.